

# **TOWN OF FOXBORO**

Recreation Department

40 South Street

508-543-7255

2010

## **Field Request Form**

Facility Desired: \_\_\_\_\_

Organization: \_\_\_\_\_

Address: \_\_\_\_\_

Contact Person \_\_\_\_\_ Phone: \_\_\_\_\_

Season Starting: \_\_\_\_\_

Ending: \_\_\_\_\_

Days: \_\_\_\_\_

Time: \_\_\_\_\_

### **REGULATIONS**

1. Priority System for all facilities of the Foxboro Recreation Department is as follows:
  - a. Foxboro School Department
  - b. Foxboro Recreation Programs
  - c. Non-Profit - youth groups/organizations  
Adult groups/organizations  
Community groups/organizations
  - d. For-Profit - youth groups/organizations  
Adult groups/organizations  
Camps, clinics
2. Traditional seasonal sports (i.e. Foxboro Youth Baseball, Franklin Youth Soccer, Foxboro Youth Softball, Foxboro Midget Football, and Foxboro Youth Lacrosse) will be given preference if two or more groups request the same facility. This process takes place at the Recreation Board meetings in February.
3. Tournaments or other special events need to be applied for separate from regular league play. Please include contact information for coordinators of each league.
4. An insurance liability statement naming the Town of Foxboro as "additional insured" must accompany all applications.

### **FIELD USE INSURANCE INFORMATION**

Producer: \_\_\_\_\_

Policy No: \_\_\_\_\_ (attach certificate to this agreement policy)

Effective Dates: \_\_\_\_\_

5. User fees for profit generating groups will be charged: Fee \$\_\_\_\_\_ Waived \_\_\_\_\_  
\* Must be paid in full two weeks prior to 1<sup>st</sup> date. Any refunds must be requested in writing and will result in a \$50. Administrative fee. \$150.00 per field per day.
6. Any damage that is caused by a group using said facility will be repaired at the expense of the group. The group or organization will be responsible for all litter or general maintenance needed to leave the facility in proper condition.
7. Any special field preparation arrangements (i.e. Raking, lining fields) are the responsibility of the user. Absolutely no raking of mud into fields.
8. Any Facility Use Agreement may be revoked for any of the following abuses of a facility:
  - a. Use of Alcohol or Drugs
  - b. Litter
  - c. Field Damage
  - d. Illegal Use of Facility
  - e. Illegal Parking
9. Inclement Weather Policy - use of closed fields, or one with standing water, jeopardizes the safety of all, especially children. Future league use will be reconsidered. In addition, the inappropriate use may require additional maintenance to restore field to safe conditions. Field closings will be posted on our website by 7:00am weekends and 1:00pm weekdays [www.foxboroughma.gov](http://www.foxboroughma.gov)

A field is automatically closed when:

- a. standing water is evident
  - b. ground is water logged and squishy
  - c. presence of lightning or severe weather, storms
  - d. evening and weekend decisions are made by league officials
10. All user groups must provide appropriate number of sanitary units for duration of field usage. It is User 'group responsibility to maintain and provide care of these units up to and including possibly chaining to prevent tipping over.
  11. All user groups must empty trash barrels into dumpsters. In the event of large scale events (tournaments) user groups must provide own dumpster. At no time is trash to be piled around or near the barrels.
  12. The Recreation Director has the final authority on field usage. The Director, with the Rec. Board' support can end group use of Recreation Fields at any time. A user group can request a meeting with the Rec.Board to discuss use termination, but the Director's decision is final until such meeting is held.
  13. Failure to follow these rules and regulations will result in the following penalties.
    1. Verbal Warning
    2. Written Warning and meeting with Recreation Board
    3. Permanent loss of field usage

Revised 1/2010

14. Special Conditions to this agreement

I hereby for (Name of Organization)\_\_\_\_\_ have read all policies,  
and understand and agree to follow all the regulations in this agreement.

\_\_\_\_\_  
President, Chairperson, Legal representative, Owner

\_\_\_\_\_  
Recreation Director

\_\_\_\_\_  
Town Administrator (only for Private fee based programs)

\_\_\_\_\_  
Date Signed by Representative

## **FOXBORO RECREATION FACILITIES**

The Foxboro Recreation Department schedules the following fields:

Booth Playground Field  
Booth I  
Booth II  
Booth III - Rodman Field  
Payson Road Complex  
Patriots Practice Field  
Cocasset River Park  
FHS Baseball Diamond  
FHS Softball Diamond  
Booth Softball Diamond  
ST. Mary's Softball Diamond  
Taylor Ball Field  
Burrell Ball Field  
Sage Ball Field  
Booth Basketball Courts  
Booth Roller Rink  
Skate Board Park  
Walden Farms Field

## **Foxboro Recreation Behavior Guideline Policy**

1. Persons shall not enter Town property under the influence of drugs or alcohol or consume alcohol or drugs at any time while on Town property. Persons shall not possess any alcohol or drugs on Town property.
2. Smoking is prohibited on Town Fields.
3. Persons shall not possess, use, or store a weapon of any kind such as firearms, knives or explosives on Town property.
4. Persons shall not steal, or attempt to steal any property of the Town.
5. Persons shall not fight, assault, threaten or otherwise endanger any member of the public.
6. No person shall litter on Town property.
7. Persons shall not engage in threatening or abusive language or actions or any harassment, discourteous, indecent or immoral conduct directed to a member of the public.
8. Persons shall observe all traffic and parking signs while on Town property. Illegally parked vehicles will be towed at owner's expense.
9. Persons shall report defective equipment or unsafe conditions of any equipment or facilities that may endanger anyone.
10. No pets allowed on property.
11. All persons must comply with hours of operation of facilities.

Persons that fail to follow the rules and regulations of the Town or other rules and regulations established by the Recreation Department may be subject to loss of privileges to use the Town facilities. Depending on the severity of the offense, or the frequency of other offenses, the Town may initiate legal action. Please note that these rules and regulations are intended to be representative of standards that persons must adhere to and are not all-inclusive.